



HR Services & Support

DISCOVER HOW WE CAN HELP YOUR
ORGANISATION BECOME A BETTER EMPLOYER!



We do
HR, but
a little
differently.

MUSE:HR are accredited by:



ASK YOURSELF THE FOLLOWING...

-  Are you needing to take on your first employee and want to do the right thing?
-  Do you have a People Management Team but they have not benefited from any People Management training?
-  Have you become stuck with your business growth plans and realised that you don't have the structure to support you?
-  Are you spending more time dealing with people issues rather than growing your business?
-  Have you noticed that employees are showing up but not performing as well as they could or should?
-  Are you able to attract the right talent and leadership to your business and then retain them?
-  Have you got issues within your team that you cannot seem to resolve?
-  Is your current HR Function struggling with various projects due to significant workload and time constraints?

If you are nodding or saying yes out loud.....keep reading and see how we can help you and your business thrive - not just survive!

HELLO FROM US!

Hi there!

Thank you for investing your time about wanting to know a little more about MUSE:HR.

To help you understand a little more about us and how we could help you and your business read on as we can explain: who we are, who we work with, why we do what we do and what we can do to help your business **BECOME A BETTER EMPLOYER.**



WHO ARE MUSE:HR?

MUSE:HR is a HR and Learning Consultancy with a difference. We focus on the 'Human' not just the resource and we deliver a range of HR and learning solutions for businesses and their people managers to make their organisations better employers!

MUSE:HR was formed in 2014. Like all businesses the branding needed meaning and it needed to be a reflection for how HR should and would be delivered.

muse
/mju:z/

This person, in order to be 'truly' creative, must be liberated from constraints and allowed to operate as their muse suggests.

Based in Warwickshire and working across the UK, MUSE:HR offers HR and Learning support with a difference.

Typically, we work with organisations who employ up to 50 employees and we also deliver projects and training interventions for larger organisations.

WHY WE DO IT

“The only way to do great work is to love what you do” – Steve Jobs, co-founder of Apple

We love HR because we love dealing with PEOPLE and we can see the real value of investing time in people development. If you empower your managers, they will be able to deliver more through their people and this will ultimately lead to better organisational performance.

DID YOU KNOW?

On average a UK worker stays in a job for 4.5 years.

Millions of UK employees are not receiving regular training.

85% of Workers aren't engaged with their roles.

75% of employees leave their jobs because of their MANAGER – not the organisation.

82% of People Managers have not had any formal management or leadership training!

OUR MISSION



To drive organisations to become better employers

OUR VISION



To build a portfolio of clients that are employers of choice

OUR VALUES



Making a difference

Understanding your needs

Supporting

Empowering

Having Fun

Resolving Problems

HOW CAN WE MAKE ORGANISATIONS BETTER EMPLOYERS?

Understanding your people through DISC behavioural profiling



Bespoke Management and Leadership learning & development programmes



Coaching



Reviewing your current internal practices, procedures and processes



Supporting implementation of any new HR practices, procedures and processes



Ensuring HR Compliance



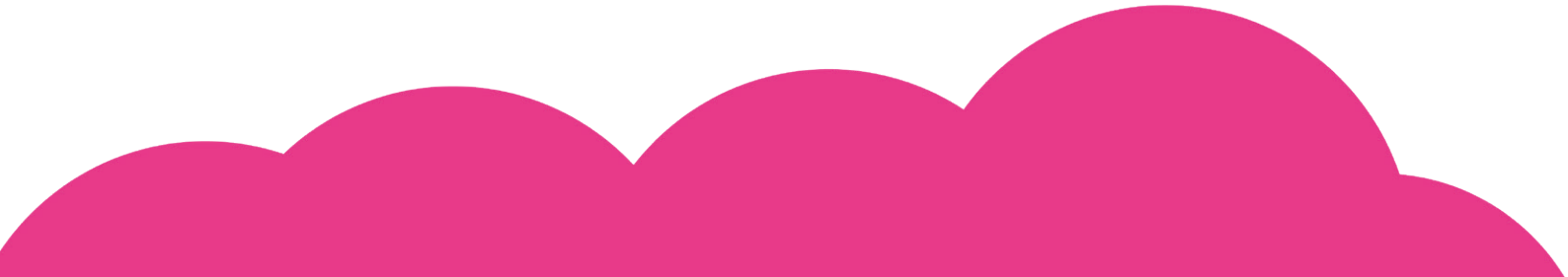
Providing expert HR advice and guidance on people management and development



Assisting recruitment, development and retention needs



Making recommendations as to how your HR practices and operations can be improved to support your business.



WE DO HR, BUT A LITTLE DIFFERENTLY BY...

- 💬 Taking care of your greatest asset throughout their working lifecycle within your organisation so that your business can thrive not just survive.
- 💬 Making sure you and your team are prepared and ready for business growth, no matter how rapidly it occurs.
- 💬 Engaging and involving individuals to ensure the longevity of success.
- 💬 Seeing the strengths of an individual and combining this with others in cohesion and unity to create a consistent delivery of product and service.
- 💬 Taking steps to deliver an outward and inward perception of your brand or organisation that you are proud of and that resonates with your desired audience so that they can put their trust in your organisation.
- 💬 Making sure you are compliant with ever-changing legislations, regulations and considerations.

THREE STEP SYSTEM

Step 1: Explore

We will become your extended business partner and shall work with you and your team closely to explore the current state of your business through structured discussions to understand the heart of your organisation.

Step 2: Empower

Following discussions with you we will be able to select the most appropriate strategies for you to achieve your organisational goals.

Step 3: Equip

Once the strategies have been selected, we design an action plan with time frames to ensure you keep on track. We shall also have regular catch up meetings with you.

WHAT WE DO



DISC Profiling

DISC is a powerful model that explains people's behavioural styles and has helped individuals, teams and organisations to work cohesively for over 80 years.

The origins of this date back to the 1920's where psychologist William Moulton Marston studied behavioural traits of people and developed the DISC model which grouped behavioural characteristics into four main divisions, called behavioural styles.

How We Use DISC

We use DISC to help individuals, teams and organisations to maximise their strengths and minimise their limitations!

The Power Of DISC

People respond better to people that they like and understand. People are Different.... but they are Predictably Different.

A DISC profile is a guide to self-awareness. The DISC profile identifies how people communicate and interact with others in any given environment. By becoming more self-aware this will improve leadership, management, communication, teamwork and productivity.

DISCover The Benefits Of Disc Profiling

- Enables individuals to recognise and extend their strengths
- Enables individuals to overcome their personal limitations
- Helps people to better understand their behaviour
- Helps people to adapt their behaviour to improve their workplace effectiveness
- Provides a common language to help teams understand one another and work better together
- Develops a more cohesive and successful team
- Improves employee and workplace communication and engagement
- Reduces conflicts and avoids misunderstandings
- Increases individual and organisational performance

Have a look through our DISC brochure for further details and information to see how this amazing tool can really benefit your business and your people.





Learning & Development

What better way to become a great employer than to invest in learning so that your employees can become even better professionals working in **YOUR BUSINESS!**

In our experience, investing in effective training for your people has immeasurable benefits for your employees, teams and business!

Some of these benefits include:

- Makes employees feel happy and **GOOD** as they are a valued member of the organisation
- Gives employees new skills and new found confidence to do their job better
- Supports personal and career growth plans
- Improves engagement
- Retains your talent
- Reduces replacement costs
- Develops your brand

We offer a number of Leadership and Management courses to support your business being a better employer.

Have a look through our Learning and Development brochures for further details and information.



Team Building

Our GOAL is to make your organisation a Better Employer **THROUGH YOUR PEOPLE**. We design and create bespoke team building sessions to build trust, respect and rapport which ultimately will make your People more effective and able to add real value to your organisation.

Have a look through our Team Building brochure for further details and information.





HR Services

Paperwork

Employee Handbooks | Contracts of Employment | Policies

Employee Relations

Investigations | Disciplinary | Grievance | Performance Management | Absence Management | Without Prejudice conversations | Settlement Agreements

Recruitment

Job Descriptions | Person Specifications | Role Profiles | Headhunting | Interviewing support | Assessment Centres | Onboarding

Other Services

Employee Engagement

When employees are engaged and motivated, amazing things can happen. MUSE:HR help businesses design Employee Engagement surveys and analyse the results to enable your business to have an action plan to improve your levels of employee engagement.

Workplace Mediation

Workplace conflict can take a variety of forms, including employee grievances, disputes between a manager and an employee or simply a personality clash between colleagues. Any conflict situation which arises in the workplace can be both disruptive and upsetting for those involved. If not handled appropriately, employees can be left feeling disgruntled and de-motivated. MUSE:HR support businesses as we can be objective mediators who support your internal processes. Our personal and dedicated approach encourages openness and increased resolution of concerns.

Neuro Linguistic Programming

To support our business coaching and learning programmes we use NLP techniques to help our clients and course attendees apply the learning back in the workplace.

Small Business Coaching

Running a business can be hard and overwhelming but equally exhilarating and exciting! We provide organisations with confidential coaching sessions to support business owners to make better decisions for them and their business.

Other Services

Breathe HR

We are very proud to be accredited partners of Breathe HR. Breathe HR is a cloud-based software helping businesses to manage all their HR requirements digitally, in one place. Breathe HR allows businesses to centralise and manage all Employee data including holiday reporting and absence management with the ability to generate customisable reports.

Transferring learning to the workplace

We offer a learning transfer system for each of our training courses to help your business manage and measure the difference the learning and development activities have made to your employees, teams, divisions, organisation and customers.

This system ensures that you can measure the Return on Investment that you will get from our training using a simple stand-alone cloud based system.

Why Choose Us As Your HR And Learning Provider?

1. We are **results based** and we will do everything we can to support you to achieve your business objectives.
 2. We are **FUN** and provide a different experience. We really put the H into human and deal with everyone individually. We will keep you and your team energised, inspired and motivated!
 3. We will make you and your people managers **accountable** and will provide plans of action.
 4. **Your organisation will become a better employer!**
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Adhoc Option

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This option is perfect if your business is dealing with a one-off issue that requires external HR support.

Adhoc activities can include: Investigations, Chairing/Supporting meetings (disciplinary, grievance, consultations, dismissals) or other unforeseen circumstances that may require careful handling. In these circumstances we shall arrange and agree a day rate or single fee dependant on the complexity of the issue that you are dealing with.

What Our Clients Say About Us

"We have enjoyed working with MUSE:HR to provide a workshop on employment law for our management team, to help with a review of our company handbook and to answer specific HR queries. The friendly, well-informed service we have from the team is helping us improve the way we work across the business."

Managing Director, Bordon Hill Nurseries

"I have been working with MUSE:HR since August 2022. Judi and Suzie have provided me and my business with so much professional support since our partnership began. I am really enjoying working with MUSE:HR, they are professional and personable. I would recommend their services to any business that needs HR".

General Manager, Direct Signs (UK) Ltd

"Both Judi and Suzi are great to work with, and they most definitely do HR, but a little differently. MUSE:HR is forward-thinking, proactive and above all else positive and results driven. I would recommend MUSE:HR to any business that is looking to partner with a HR firm that can keep up and deliver when it matters most".

Managing Director, The Window Doctor

"I've worked with Judi and Suzie for a number of years now. Their wide experience and professionalism mean they are committed to finding commercial, pragmatic and cost-effective solutions to the issues faced by their clients. Their friendly, approachable style means they are an absolute pleasure to deal with."

Helen Hughes, Employment Lawyer

"Judi and Suzie provided general HR support to the company for up to 3 years now, they have been extremely helpful to our needs as a business, they offer quick and valuable advice and services ranging from all aspects within HR from policies, training and changes to employment legislation which without their help we would have had limited knowledge of."

**Kellie Barrett, Office Manager & HR
Admin Assistant, Wildix**

Notes

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Are you ready to start working together?

Contact Us Today



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www.musehr.co.uk

MUSE : HR

